

TOWN OF FRANKLIN  
APPLICATION FOR ZONING PERMIT

The undersigned hereby requests a building permit for the following use, to be issued on the basis of the representations contained herein. Permit WILL BE VOIDED in the event of any misrepresentation.

Location of Property \_\_\_\_\_

Name of Landowner \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

Name of Applicant \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

Project Description \_\_\_\_\_

Existing Use and Occupancy \_\_\_\_\_ Proposed Use and Occupancy \_\_\_\_\_

Lot Size \_\_\_\_\_ Frontage on Public Road \_\_\_\_\_

Building Length \_\_\_\_\_ Width \_\_\_\_\_ No. Stories \_\_\_\_\_

Size of Proposed:

Garage \_\_\_\_\_ Porch(es) \_\_\_\_\_ Deck(s) \_\_\_\_\_ Shed(s) \_\_\_\_\_

Setback from:

Road Right of way: \_\_\_\_\_ Rear \_\_\_\_\_ Side: \_\_\_\_\_ Side: \_\_\_\_\_

Type of Water System \_\_\_\_\_ Type of Sewer System \_\_\_\_\_

A general plot plan showing property location and building must be attached to each copy of this application. This is a LOCAL PERMIT ONLY. Other permits may be required.

To determine if other permits are required, contact the State District Environmental Office at ( 802) 879-5676 and the VT. Dept. Of Public Safety of Fire Safety at (802) 879-2306.

I/We certify that all information, including attachments are true and accurate and agree to allow Town personnel access to the property to review all aspects of this application.

Signature of Landowner(s) \_\_\_\_\_ Date \_\_\_\_\_

Signature of Applicants(s) \_\_\_\_\_ Date \_\_\_\_\_

Signature of Zoning Administrator \_\_\_\_\_ Date \_\_\_\_\_

Conditions: \_\_\_\_\_

The applicant may appeal the administrative Officer's decision to the Zoning Board of Adjustment. Such appeal must be made in writing within 15 days. This permit shall not take effect until the time for such appeal has passed. Permit valid for one year from date of issuance.

Date Received \_\_\_\_\_ Date Issued \_\_\_\_\_ Permit Number \_\_\_\_\_

# REGIONAL OFFICES

## DEPARTMENT OF ENVIRONMENTAL CONSERVATION (DEC) DISTRICT ENVIRONMENTAL COMMISSIONS (ACT 250)

**DISTRICTS 1, 8, & 9**  
450 Asa Bloomer State Office Bldg.  
Merchants Row,  
Rutland, VT 05701-5903

DEC Permit Specialist..... 786-5907  
DEC Regional Engineer..... 786-5900  
Act 250 (Dist #1 & 8)..... 786-5920  
Act 250 (Dist #9)..... 879-5614  
DEC River Management..... 786-5906  
DEC Wetlands..... 786-5921

**DISTRICTS 2 & 3**  
100 Mineral St. Ste #303  
Springfield, VT 05156

DEC Permit Specialist..... 885-8850  
DEC Regional Engineer..... 885-8855  
Act 250 (Dist #2, 3, & 3A)..... 885-8855  
DEC River Management..... 786-5906  
DEC Wetlands..... 476-2678

**DISTRICTS 4 & 6**  
111 West Street  
Essex Junction, VT 05452

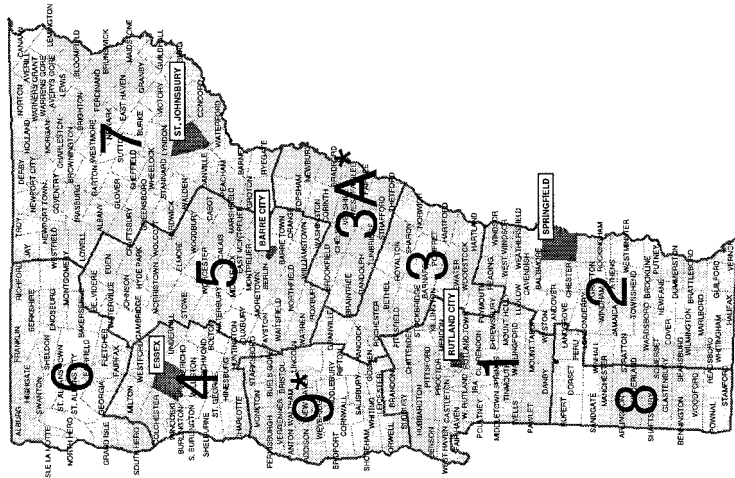
DEC Permit Specialist..... 879-5676  
DEC Reg. Engineer (Dist #4 & 6)..... 879-5656  
DEC Reg. Engineer (Dist #9)..... 786-5900  
Act 250 (Dist #4, 6, & 9)..... 879-5614  
DEC River Management..... 879-5681  
DEC Wetlands..... 879-2396

**DISTRICTS 3A & 5**  
5 Perry Street, Suite 80  
Barre, VT 05641-4282

DEC Permit Specialist..... 476-0195  
DEC Regional Engineer..... 476-0190  
Act 250 (Dist # 3A)..... 885-8855  
Act 250 (Dist # 5)..... 476-0185  
DEC River Management..... 476-2679  
DEC Wetlands (Dist #3A)..... 476-2678  
DEC Wetlands (Dist #5)..... 241-3762

**DISTRICT 7**  
1229 Portland St-Ste 201  
St. Johnsbury, VT 05819

DEC Permit Specialist (Tues)..... 751-0127  
DEC Regional Engineer..... 751-0130  
Act 250..... 751-0120  
DEC River Management..... 476-2679  
DEC Wetlands..... 241-3762



**3A\* NOTE:**  
For towns in District 3A, contact the Springfield Office for Act 250 Permits. For Water Supply, Wastewater Disposal and Subdivision Permits, District 3A must contact the Barre Office.

**9\* NOTE:**  
For towns in District 9, contact the Essex Junction Office for Act 250 Permits. For Water Supply, Wastewater Disposal and Subdivision Permits, District 9 must contact the Rutland Office.

Cover Photo Courtesy of Charles L. Berne



Make your first call the right one, contact a Permit Specialist

The goal of the Permit Assistance Specialist is to take the mystery, anxiety, and frustration out of the permit process for businesses and the public. The Specialists give you advice about state permits required for your project and help you find the on-line resources and staff who can help you obtain your permit. To provide the best service, they are located in 5 regional and 5 satellite offices. See the map.

A Specialist can prepare a Project Review Sheet (PRS), as a road map to other state permits you may need. Knowing all of the permits required before you begin your project can prevent costly delays, saving you time and money.

The PRS can be developed as a preliminary jurisdictional review for the client's use only. Even though this information is not strictly confidential, we have rarely had an outside request for the information.

Annually the Specialists provide businesses and Vermonters with...

- Over 5,000 contacts providing permit information
- 2,500 project specific permit determinations

The Permit Assistance Program is part of the Environmental Assistance Office, a non-regulatory branch of the Vermont Department of Environmental Conservation. EAO also operates a Small Business Compliance Assistance Program that can help existing businesses evaluate their compliance with environmental regulations during a confidential site visit. This is important if you are selling, financing, or expanding your business. Please call Judy Mirro at (800) 974-9559.



**VERMONT**  
DEPARTMENT OF ENVIRONMENTAL CONSERVATION  
Environmental Assistance Office  
103 South Main Street, Waterbury, VT 05671-4911  
tele: 802-241-3588 fax: 802-241-3273

Agency of  
Natural  
Resources

# Do You Need A State Permit?

# Ask A Permit Specialist

REV. 4/05

## PERMIT ASSISTANCE

**P**ERMIT SPECIALISTS are available in the Regional Offices to answer your questions about the permit process. The Permit Specialist will advise you about needed state permits and will prepare a *Project Review Sheet (PRS)*.

The *Project Review Sheet* is a preliminary determination of not only environmental permits, but any state permits your project may need. It lists the agencies and departments and provides contact information. An electronic version of the PRS has clickable links to additional information in the on-line *Vermont Permit Handbook*.

To quickly locate the Permit Specialist serving your area, use the map on this brochure or the Permit Specialist locator at:

[www.ant.state.vt.us/dec/lead/pa/index.htm](http://www.ant.state.vt.us/dec/lead/pa/index.htm)

**T**HE PERMIT HANDBOOK is a reference book that explains most of the state permit programs with summaries of permits, required fees, and contact persons within specific programs. The *Permit Handbook* is available:

- On the Internet at:  
[www.ant.state.vt.us/dec/permit\\_hb/index.htm](http://www.ant.state.vt.us/dec/permit_hb/index.htm)
- At DEC regional offices and most municipal offices.
- or obtain a copy by contacting the Environmental Assistance Office at 241-4228.

**P**ERMIT INFORMATION SUMMARY PAGE contains a listing of all Department of Environmental Conservation (DEC) permit programs with links to application forms, instructions and other permitting information. The Permit Information Summary Page is available on the Internet at:

[www.ant.state.vt.us/dec/permits.htm](http://www.ant.state.vt.us/dec/permits.htm)

## DEC PERMITS

**T**he following is a partial listing of projects which may require permits from the Department of Environmental Conservation (DEC). Contact your Regional Office for more information (see map).

- Subdivision of land.
  - Buildings and structures other than one single family residence on its own lot may require Wastewater System and Potable Water Supply permits for uses such as:
    - apartments (1 or more)
    - second dwelling on a lot
    - churches, schools
    - stores, offices
    - food service
    - municipal buildings
    - mobile home parks
  - duplexes
  - repair shops
  - day cares
  - lodging
  - beauty parlors
  - health care
  - campgrounds
- and construction of, modification to, or changes in use which affect the water or sewer systems.

- Small Business & Municipal Compliance Assistance. (800) 974-9559 or (802) 241-3589
- Public water systems, bottled water. (800) 823-6500 or (802) 241-3400
- Industrial process air emissions, open burning. (888) 520-4879 or (802) 241-3840
- Wastewater discharge permits, floor drains. (802) 241-3822
- Wetlands. (802) 241-3777 [Waterbury]  
(802) 786-5921 [Rutland]  
(802) 879-2396 [Essex Jct.]  
(802) 476-2678 [Barre]
- Stormwater disposal. (802) 241-4320
- Stream alterations, shoreline construction. (802) 241-3777 (or see River Mgmt on map, over)
- Waste transfer stations, recycling, composting. (802) 241-3444
- Hazardous waste handling, storage, burning waste oil. (802) 241-3888
- Mercury-containing product disposal. (800) 974-9559 or (802) 241-3589

## ACT 250

In addition to the DEC permits described to the left, an Act 250 permit may also be required for projects such as those listed below.

Act 250, Vermont's development and control law, is administered by nine District Environmental Commissions, comprised of citizens appointed by the Governor, and supported by staff (District Coordinators) in five Regional Offices (see map).

- Construction for commercial purposes depending upon the size of the tract of land and the town in which it is located.
- The construction of 10 or more housing units, including mobile-home parks, within 5 years.
- The subdivision of land into six or more lots, within 5 years, in a town which does not have both permanent zoning and subdivision regulations.
- The subdivision of land into 10 or more lots of any size within 5 years.
- Construction that would substantially change or expand a pre-1970 "grandfathered" development that would require a permit if built today.
- Construction for a governmental purpose which disturbs more than 10 acres, or is part of a larger project that will involve more than 10 acres of land.
- Construction of a support structure, 20 feet tall or higher, primarily for communication or broadcast purposes.
- Construction, including forestry or farming, above 2,500 feet in elevation.
- The sale, by public auction, of any interest in a tract (or tracts) of land, which has been partitioned or divided for the purpose of resale into five or more lots within a radius of five miles and within any period of ten years.

## ADDITIONAL CONTACTS

### DEPARTMENT OF PUBLIC SAFETY

Construction permit for fire prevention, electrical wiring, plumbing, and ADA access for public buildings. Operating permit for boilers and pressure vessels (i.e. LP gas storage).

Barre .....479-4434  
Williston .....879-2300  
Springfield .....885-8883  
Rutland .....786-5867

### DEPARTMENT OF HEALTH

Food, lodging, bakeries, childrens' camps, asbestos and lead control programs.

(800) 439-8550 or (802) 863-7220

### DEPARTMENT OF AGRICULTURE

Greenhouses, Golf Courses, Large Farms, Pesticides .....828-2431

Gas Pumps, Scales, Milk Processing, Poultry Processing, Slaughterhouses, Animal Shelters/Kennels, & Retail Sales of Milk, Meat, Poultry, & Pesticides.....828-2426

### AGENCY OF TRANSPORTATION

Construction within a state highway right-of-way (i.e. driveways).....828-2653  
Off premise signs .....828-2651  
Junkyards .....828-2053

### AGENCY OF HUMAN SERVICES

Child care facilities ..... (800) 649-2642  
Nursing & other care homes .....241-2345

### SECRETARY OF STATE

Business registration .....828-2386  
Professional regulation .....(800) 439-8683

### DEPARTMENT OF TAXES

828-5787

*This is not intended to be a complete listing of all state regulatory programs. Please contact the agencies listed for additional information on any project you pursue.*